

Quest Community Health Centre
Statement of Financial Position
for the period ended September 30, 2018

DRAFT
Oct 9 2018

ASSETS

Bank			
	Advantage Savings Account-Capital	\$ 1,339,431	
	Chequing Account	\$ 1,414,163	
	Petty Cash	\$ 300	
	Shares	\$ 1	\$ 2,753,895
		<u> </u>	
Accounts Receivable			
	Accounts Receivable	\$ 519	
	Minister of Finance: GST/PST Rebates	\$ 24,743	\$ 25,262
		<u> </u>	
Prepaid Expenses			\$ 49,602
Capital Assets			
	Equipment	\$ 407,638	
	Dental Equipment	\$ 105,555	
	Computer Equipment	\$ 137,320	
	Vehicle	\$ 33,465	
	Capital under Construction	\$ 163,485	
	Less: Accumulated Depreciation	\$ (408,990)	\$ 438,473
		<u> </u>	
TOTAL ASSETS			<u><u>\$ 3,267,233</u></u>

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Statement of Financial Position
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LIABILITIES & EQUITY

Accounts Payable	\$	3,776
Accounts Payable: Ministry of Health		
as at March 31, 2017	\$	483,309.00
as at March 31, 2018	\$	<u>572,398.00</u>
	\$	1,055,707
Accounts Payable - Payroll	\$	53,430
Accrued Liabilities	\$	56,639
Deferred Revenue: Dental Operatory		
Henry Schein	\$	33,831
Donations	\$	5,835
Green Shield	\$	(0)
Fowler Family Foundation	\$	<u>48,681</u>
	\$	88,346
Deferred Revenue: Niagara Prosperity Initiative Volunteer Co ordinator	\$	7,525
Deferred Revenue: BPSO: Registered Nurses Association of Niagara	\$	7,500
Deferred Revenue: Senior Pride Network Niagara Ministry Responsible for Senior Affairs	\$	1,620
Niagara Community Foundation	\$	<u>1,200</u>
	\$	2,820
Deferred Revenue: Capital Monies for assets under construction	\$	1,330,861
Deferred Contributions related to Capital	\$	438,473
Current Earnings		
Operating Funds - Operations	\$	155,023
Operating Funds - Dental	\$	2,592
Operating Funds - Permanent Site	\$	8,570
Operating Funds - USAT	\$	32,035
Operating Funds - Migrant Worker Program	\$	997
Operating Funds - Niagara Prosperity Initiative	\$	5,978
Operating Funds - Best Practice Spotlight Organization	\$	15,079
Operating Funds - Senior Pride Network Niagara	\$	1,880
Retained Earnings	\$	-

Quest Community Health Centre
Statement of Financial Position
for the period ended September 30, 2018

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TOTAL LIABILITIES & EQUITY

\$ 3,267,233

Prepared by: D Gdanski

Quest Community Health Centre
Statement of Operations - Quest Operations
as at September 30 2018

DRAFT: Oct 9 2018

	Annualized Budget	YTD Budget	Actual Year to Date	Variance
REVENUE				
LHIN: Base Operating Funds	3,384,691	1,692,346	1,692,346	0
Retention & Recruitment	70,100	23,367	23,367	(0)
Revenue: Pharmacy	6,750	3,375	3,375	0
	<u>3,461,541</u>	<u>1,719,088</u>	<u>1,719,088</u>	<u>(0)</u>
EXPENSES				
Physicians				
Salaries	880,210	440,105	277,961	162,144
<i>less .5 FTE tsf to Other Staff</i>	(156,277)	(78,139)	0	(78,139)
On-Call	20,000	10,000	10,000	0
Benefits*	122,003	61,002	18,685	42,317
	<u>865,936</u>	<u>432,968</u>	<u>306,646</u>	<u>126,322</u>
Other Staff				
Salaries	1,497,940	748,970	803,365	(54,395)
<i>add .5 FTE tsf from Physicians</i>	156,277	78,139	0	78,139
Benefits*	334,795	155,715	154,313	1,402
Salaries - Purchased Services	79,400	39,700	37,437	2,263
	<u>2,068,412</u>	<u>1,022,523</u>	<u>995,115</u>	<u>27,408</u>
<i>*Budget tsf \$91,502 from Physician Benefits to Other Staff Benefits re: HOOPP (retained 2.00 FTE benefit allowance in Physician Benefit budget; reallocated 1.5 FTE benefit allowance from Physician benefit budget to Other Staff benefit budget)</i>	2,068,412	1,022,523	995,113	27,410
Total Salaries/Benefits	2,934,348	1,455,491	1,301,761	153,730
Operations				
Purchased Services	35,500	17,750	4,462	13,288
Purchased Services	0	0	0	0
Purchased Services: Project Mngt	5,000	2,500	0	2,500
HR Recruitment - Advertising portion	10,000	5,000	0	5,000
Architect	0	0	0	0
Legal	12,500	6,250	145	6,105
Audit	6,500	3,250	3,000	250
Interest & Bank/Payroll Service Fees	1,500	750	1,317	(567)
Program	211,700	105,850	141,075	(35,225)
Office Supplies/Postage	10,254	5,127	4,415	712
Housekeeping Supplies	5,000	2,500	935	1,565
Photocopier Contract	7,368	3,684	4,216	(532)
Contracted Services: Cleaning	28,598	14,299	15,606	(1,307)
Professional Memberships	15,000	7,500	7,552	(52)
Promotion	13,000	6,500	9,737	(3,237)
Meetings/Collaboratives	5,000	2,500	2,857	(357)
Travel	10,000	5,000	6,566	(1,566)
Telephone/Internet/Cell Phone	14,498	7,249	6,935	314
Resource Material	4,482	2,241	5,574	(3,333)
Staff Development	25,000	12,500	27,840	(15,340)
Board Development	5,000	2,500	5,888	(3,388)
Organizational Dev/Marketing/Communication	0	0	24,003	(24,003)
Staff Appreciation & Wellness	5,000	2,500	1,246	1,254
Medical Supplies	26,000	13,000	10,340	2,660
Program Supplies	17,000	8,500	3,330	5,170
Points of Service	1,000	500	0	500
Outreach Expenses	1,500	750	634	116
Health Promotion	1,500	750	0	750
Client Transportation	5,000	2,500	1,259	1,241
Uninsured Clients	5,000	2,500	10	2,490
Office Furniture/Electronics	4,500	2,250	591	1,659
Translation Services	0	0	125	(125)
Medical Equipment	9,000	4,500	4,572	(72)
Cost Recovery	(7,000)	(3,500)	(3,156)	(344)
Occupancy	194,059	97,030	89,887	7,143
Insurance (D & O/Property/Vehicle)	8,752	4,376	4,566	(190)
Rent	165,000	82,500	66,951	15,549
Utilities	0	0	0	0
Operations & Maintenance	20,307	10,154	18,370	(8,217)
IMS Services	0	0	5,289	(5,289)
IT Equipment	70,934	35,467	15,005	20,462
Purkinje	15,000	7,500	6,585	915
Total Operations	527,193	263,597	262,303	1,294
Total Expenses	3,461,541	1,719,089	1,564,064	155,023
Total Surplus	0	(0)	155,023	

Quest Community Health Centre
Statement of Operations - USAT
as at September 30 2018

DRAFT: Oct 9 2018

	Annualized Budget	YTD Budget	Actual Year to Date	Variance
REVENUE				
LHIN: Base Operating Funds	\$ 587,800	\$ 293,900	\$ 293,900	\$ -
LHIN: Increase Base Funding	\$ 13,500	\$ 6,750	\$ 6,750	\$ -
	<u>\$ 601,300</u>	<u>\$ 300,650</u>	<u>\$ 300,650</u>	<u>\$ -</u>
EXPENSES				
Staffing				
Salaries	\$ 396,040	\$ 198,020	\$ 173,848	\$ 24,172
Benefits	\$ 83,108	\$ 41,540	\$ 42,220	\$ (680)
Salaries - Purchased Services	\$ -	\$ -	\$ 10,500	\$ (10,500)
	<u>\$ 479,148</u>	<u>\$ 239,560</u>	<u>\$ 226,568</u>	<u>\$ 12,992</u>
Operations				
Office Supplies	\$ 4,320	\$ 2,160	\$ 1,485	\$ 675
Program Supplies	\$ 9,748	\$ 4,874	\$ 1,365	\$ 3,509
Medical Supplies	\$ 1,944	\$ 972	\$ 1,236	\$ (264)
Staff Development	\$ 8,000	\$ 4,000	\$ 1,090	\$ 2,910
Meetings	\$ -	\$ -	\$ -	\$ -
Travel	\$ 26,100	\$ 13,064	\$ 3,953	\$ 9,111
Telephone/Internet/Cell	\$ 7,848	\$ 3,924	\$ 2,311	\$ 1,613
Advertising/Promotion	\$ 5,000	\$ 2,500	\$ -	\$ 2,500
Professional Memberships	\$ -	\$ -	\$ 948	\$ (948)
Client Transportation	\$ -	\$ -	\$ 54	\$ (54)
Occupancy Costs	\$ 37,068	\$ 18,534	\$ 18,618	\$ (84)
Utilities/Insurance	\$ 1,836	\$ 918	\$ 1,902	\$ (984)
Contracted Services: Cleaning	\$ 7,464	\$ 3,732	\$ 4,272	\$ (540)
Contracted Services: Photocopier	\$ 1,824	\$ 912	\$ 1,152	\$ (240)
Operations & Maintenance	\$ 1,000	\$ 500	\$ 236	\$ 264
IT Equipment & Support	\$ 3,000	\$ 1,500	\$ 1,085	\$ 415
Purkinje	\$ 7,000	\$ 3,500	\$ 2,340	\$ 1,160
	<u>\$ 122,152</u>	<u>\$ 61,090</u>	<u>\$ 42,047</u>	<u>\$ 19,043</u>
Total Operations	\$ 122,152	\$ 61,090	\$ 42,047	\$ 19,043
Total Expenses	\$ 601,300	\$ 300,650	\$ 268,615	\$ 32,035
Total Surplus	\$ -	\$ -	\$ 32,035	

Quest Community Health Centre
Statement of Operations - Migrant Agricultural Worker Program
as at September 30 2018

DRAFT: Oct 9 2018

	Annualized Budget	YTD Budget	Actual Year to Date	Variance
REVENUE				
LHIN: Base Operating Funds	\$ 166,300	83,150	\$ 83,150	\$ -
Retention & Recruitment	5,200	2,600	2,600	\$ -
	<u>\$ 171,500</u>	<u>\$ 85,750</u>	<u>\$ 85,750</u>	<u>\$ -</u>
EXPENSES				
Staffing				
Salaries	\$ 94,092	47,046	\$ 44,766	\$ 2,280
Purchased Service: Administration	\$ 10,000	5,000	\$ 4,998	\$ 2
Purchased Service: Physician	\$ 15,206	7,603	-	\$ 7,603
Salaries - Purchased Services	\$ -	0	\$ 3,499	\$ (3,499)
Benefits	\$ 13,539	\$ 6,770	\$ 10,854	\$ (4,085)
	<u>\$ 132,837</u>	<u>\$ 66,419</u>	<u>\$ 64,117</u>	<u>\$ 2,302</u>
Operations				
Office Supplies	\$ 1,000	500	\$ 1,641	\$ (1,141)
Program Supplies	\$ 10,813	5,407	\$ 454	\$ 4,953
Medical Supplies	\$ 3,900	1,950	\$ 324	\$ 1,626
Staff Development	\$ 2,000	1,000	\$ 390	\$ 610
Volunteer Training & Recognition	\$ 3,000	1,500	-	\$ 1,500
Travel	\$ 6,000	3,000	\$ 4,880	\$ (1,880)
Insurance	\$ -	0	\$ 498	\$ (498)
Occupancy	\$ -	0	\$ 4,896	\$ (4,896)
Telephone/Internet/Cell	\$ 1,000	500	\$ 601	\$ (101)
Advertising/Promotion	\$ 1,000	500	\$ 168	\$ 332
Client Travel	\$ 6,200	3,100	\$ 3,113	\$ (13)
Translation Services	\$ -	0	\$ 125	\$ (125)
Uninsured Clients	\$ -	0	\$ 35	\$ (35)
Operations & Maintenance	\$ -	0	\$ 2,178	\$ (2,178)
EMR Licenses	\$ 250	125	-	\$ 125
Medical Equipment	\$ -	0	-	\$ -
IT Equipment & Support	\$ 1,500	750	\$ 397	\$ 353
Purkinje	\$ 2,000	\$ 1,000	\$ 936	\$ 64
	<u>\$ 38,663</u>	<u>\$ 19,332</u>	<u>\$ 20,636</u>	<u>\$ (1,305)</u>
Total Operations	\$ 38,663	\$ 19,332	\$ 20,636	\$ (1,305)
Total Expenses	\$ 171,500	\$ 85,750	\$ 84,753	\$ 997
Total Surplus	\$ -	\$ -	\$ 997	

Quest Community Health Centre
Statement of Operations - Dental Operatory
as at September 30 2018

DRAFT: Oct 9 2018

	Annualized Budget	YTD Budget	Actual Year to Date	Variance
REVENUE				
Henry Schein	\$ -	\$ -	\$ -	\$ -
Green Shield	\$ 11,517	\$ 11,517	\$ 11,517	\$ -
Fowler Family Foundation	\$ 54,373	\$ 15,041	\$ 15,041	\$ -
Other Sources		\$ -	\$ -	
Other Revenue		\$ 485	\$ 485	
Regional Municipality of Niagara	\$ 1,500	\$ 863	\$ 863	\$ -
Ontario Disability Support Program	\$ 2,000	\$ 2,118	\$ 2,118	\$ -
Total Revenue	\$ 69,390	\$ 30,024	\$ 30,024	\$ -
EXPENSES				
Green Shield				
Salaries: Contracted Services	\$ -	\$ 2,710	\$ 2,710	\$ -
Salaries	\$ 10,253	\$ 7,543	\$ 7,543	\$ -
Benefits	\$ 1,264	\$ 1,264	\$ 1,264	\$ -
Medical Supplies & Sundry	\$ -	\$ -	\$ -	\$ -
IT Licences/Telephone	\$ -	\$ -	\$ -	\$ -
Equipment Maintenance	\$ -	\$ -	\$ -	\$ -
Equipment Replacement	\$ -	\$ -	\$ -	\$ -
Annual Costs	\$ -	\$ -	\$ -	\$ -
Travel	\$ -	\$ -	\$ -	\$ -
Total Green Shield	\$ 11,517	\$ 11,517	\$ 11,517	\$ -
Fowler Family Foundation				
Salaries: Contracted Services	\$ -	\$ 903	\$ 903	\$ -
Salaries	\$ 50,890	\$ 12,022	\$ 12,022	\$ -
Benefits	\$ 2,846	\$ 2,116	\$ 2,116	\$ -
Total Fowler Family Foundation	\$ 53,736	\$ 15,041	\$ 15,041	\$ -
Other Sources (ODSP/OW)				
Medical Supplies/Equipment	\$ 2,724	\$ 781	\$ 781	\$ -
Program Supplies	\$ 1,413	\$ 93	\$ 93	\$ -
Total Other Sources Expenses	\$ 4,137	\$ 874	\$ 874	\$ -
Total Expenses	\$ 69,390	\$ 27,432	\$ 27,432	\$ -
Total Surplus	\$ -	\$ 2,592	\$ 2,592	\$ -

Quest Community Health Centre
Statement of Operations - Dental Program Volunteer Coordinator
as at September 30 2018

DRAFT: Oct 9 2018

	Annualized Budget		YTD Budget		Actual Year to Date		Variance
REVENUE							
Niagara Prosperity Initiative	\$ 59,126	\$	16,125	\$	16,125	\$	0
Total Revenue	\$ 59,126	\$	16,125	\$	16,125	\$	0
EXPENSES							
Salaries & Benefits							
Salaries	\$ 40,331	\$	10,999	\$	8,772	\$	2,227
Benefits	\$ 8,066	\$	2,200	\$	1,207	\$	993
	\$ 48,398	\$	13,199	\$	9,979	\$	3,220
Operations							
Purchased Services	5,750		1,568		0		1,568
Purchased Services: Promotion	375	\$	102	\$	-		102
Administrative Fees	5,375	\$	1,466	\$	-		1,466
Program	4,229		1,153		168		985
Office Supplies/Postage	225	\$	61	\$	-		61
Promotion	938	\$	256	\$	-		256
Meetings/Collaboratives	150	\$	41	\$	-		41
Travel	1,125	\$	307	\$	168		139
Telephone/Internet/Cell Phone	675	\$	184	\$	-		184
Program Supplies	1,116	\$	304	\$	-		304
IT Equipment	750	\$	205	\$	-		205
Total Operations	10,729		2,926		168		2,758
Total Expenses	59,126		16,125		10,147		5,978
Total Surplus	0		0		5,978		

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Contract Agreement: May 1, 2018 to April 30 2019 Revised: July 1, 2018 to June 30, 2019

July 1, 2018 - March 31, 2019	9 months	\$ 59,126.10
April - June 2019	3 months	\$ 19,709
Total Contract		<u>\$ 78,835</u>

Quest Community Health Centre
Statement of Operations - Best Practice Spotlight Organization (BPSO)
as at September 30 2018

DRAFT: Oct 9 2018

	Annualized Budget		YTD Budget		Actual Year to Date		Variance
REVENUE							
Registered Nurses Assoc of Ontario	\$ 35,000	\$	17,500	\$	17,500	\$	-
Total Revenue	\$ 35,000	\$	17,500	\$	17,500	\$	-
EXPENSES							
Purchased Services	\$ 33,000	\$	16,500	\$	2,421	\$	14,079
Staff Development	\$ 1,000	\$	500	\$	-	\$	500
Program Supplies	\$ 1,000	\$	500	\$	-	\$	500
Total Expenses	\$ 35,000	\$	17,500	\$	2,421	\$	15,079
Total Surplus	\$ -	\$	-	\$	15,079		

Contract Agreement: April 1, 2018 to March 31 2019

Quest Community Health Centre
Statement of Operations - Senior Pride Network Niagara
as at September 30 2018

DRAFT: Oct 9 2018

	Annualized Budget	YTD Budget	Actual Year to Date	Variance
Ministry Responsible for Senior Affairs				
REVENUE				
Ministry Responsible for Senior Affairs	\$ 2,700	\$ 1,080	\$ 1,080	\$ -
Total Revenue	\$ 2,700	\$ 1,080	\$ 1,080	\$ -
EXPENSES				
Speaker Fees	\$ 1,000.00	\$ 400	\$ -	\$ 400
Speaker & Steering Committee	\$ 800.00	\$ 320	\$ -	\$ 320
Speaker Accommodation	\$ 400.00	\$ 160	\$ -	\$ 160
Brochure/Program	\$ 200.00	\$ 80	\$ -	\$ 80
Refreshments	\$ 300.00	\$ 120	\$ -	\$ 120
Newspaper Advertising	\$ 300.00	\$ 120	\$ -	\$ 120
Space Rental	\$ 300.00	\$ 120	\$ -	\$ 120
Total Expenses	\$ 3,300	\$ 1,320	\$ -	\$ 1,320
Less: In Kind Contributions	\$ (300)	\$ (120)	\$ -	\$ (120)
Less: Steering Committee time/travel	\$ (300)	\$ (120)	\$ -	\$ (120)
Total In Kind Contributions	\$ (600)	\$ (240)	\$ -	\$ (240)
Total Expenses	\$ 2,700	\$ 1,080	\$ -	\$ 1,080
Total Surplus	\$ -	\$ -	\$ 1,080	
Contract Agreement: May 31, 2018 to March 31 2019				
		10 months		

Niagara Community Foundation

REVENUE				
Niagara Community Foundation	\$ 2,000	\$ 800	\$ 800	\$ -
Total Revenue	\$ 2,000	\$ 800	\$ 800	\$ -
EXPENSES				
Program Supplies	\$ 2,000	\$ 800	\$ -	\$ 800
Total Expenses	\$ 2,000	\$ 800	\$ -	\$ 800
Total Surplus	\$ -	\$ -	\$ 800	

Grant Purpose: Purchase equipment to support 10 cultural competency training workshops related to older LGBTQ2S adults to service provider members of the Senior Pride Network Niagara.

Quest Community Health Centre
Statement of Operations - Permanent Site
May 1, 2013 - September 30, 2018

DRAFT: Oct 9 2018

	Annualized Budget	Ytd expenses March 2014	YTD expenses March 2015	YTD expenses March 2016	YTD expenses March 2017	YTD expense March 2018	YTD expense Sep 30 2018	Total
REVENUE								
Ministry of Health	\$ 1,417,590	\$ -	\$ -					\$ 1,417,590
Interest Earned	\$ -	\$ 15,385	\$ 19,165	\$ 14,246	\$ 26,024	\$ 14,475	\$ 8,570	\$ 97,865
Total Revenue	\$ 1,417,590	\$ 15,385	\$ 19,165	\$ 14,246	\$ 26,024	\$ 14,475	\$ 8,570	\$ 1,515,455

EXPENSES

Operations

MHPM

Capital Project - Functional Program	\$ 29,480	\$ 8,613	\$ 31,810	\$ 692				\$ 41,115
Capital Project - RCG/ Furn & Equip	\$ 13,550		\$ 4,833					\$ 4,833
Capital Project - Project Management	\$ 120,000	\$ 31,857	\$ 9,330			\$ 31,898		\$ 73,085
Architect	\$ 178,500		\$ 16,665	\$ 12,479	\$ 19,911			\$ 49,055
Technical Building Assessment	\$ -			\$ 1,434				\$ 1,434
MHPM - Reimbursable Expenses	\$ -	\$ 1,050	\$ 3,169	\$ 353	\$ 67			\$ 4,639
Other - Construction Costs	\$ 1,076,060		\$ -					\$ -
Other - Project Consultants	\$ -							\$ -
Office Supplies			\$ 8					\$ 8
adj re; transfer			\$ -	\$ -				\$ 1,855
Total Operations	\$ 1,417,590	\$ 41,520	\$ 65,815	\$ 14,958	\$ 19,978	\$ 31,898	\$ -	\$ 176,025

Balance of Funds \$ 1,339,431

Total Capital Budget is \$4,725,000

The Ministry of Health will be reducing the cash flow for the capital project by the amount of the interest earned.

Quest Community Health Centre
Summary Statement of Operations
for the period ended September 30, 2018

Oct 9 2018

	Annual Budget	YTD Budget	YTD Actual	Surplus
Quest Operations	\$ 3,461,541	\$ 1,719,089	\$ 1,564,023	\$ 155,066
USAT	\$ 601,300	\$ 300,650	\$ 268,615	\$ 32,035
MAW	\$ 171,500	\$ 85,750	\$ 84,753	\$ 997
LHIN's Programs	\$ 4,234,341	\$ 2,105,489	\$ 1,917,391	\$ 188,098
Dental Operatory	\$ 69,390	\$ 30,024	\$ 27,432	\$ 2,592
Volunteer Coordinator	\$ 59,126	\$ 16,125	\$ 10,147	\$ 5,978
Best Practice Spotlight Organization	\$ 35,000	\$ 14,583	\$ 877	\$ 13,706
Senior Pride Network Niagara	\$ 4,700	\$ 2,400	\$ -	\$ 2,400
Non LHIN's Programs	\$ 168,216	\$ 63,132	\$ 38,456	\$ 24,676
Total	\$ 4,402,557	\$ 2,168,621	\$ 1,955,847	\$ 212,774



Permanent Site	<u>YTD Actuals</u>	
Capital Funds Received	\$ 1,417,590.00	
Interest Earned	<u>\$ 97,865.00</u>	\$ 1,515,455.00
Expenses		
ytd, at March 2014	\$ 41,520.00	
ytd, at March 2015	\$ 65,815.00	
ytd, at March 2016	\$ 14,958.00	
ytd, at March 31 2017	\$ 19,978.00	
adjustment re; transfer of funds	\$ 1,853.00	
ytd, at March 31, 2018	\$ 31,900.00	
ytd, at September 30, 2018	<u>\$ -</u>	\$ 176,024.00
Balance of Capital Funds	\$ -	<u>\$ 1,339,431.00</u>